

**Change of ownership** means a transfer of more than 50 % of the interest in a vendor's business entity within a one-year period or a change in business entities except for a change from sole proprietorship to a single-member limited liability company or single-shareholder corporation where the sole proprietor is the member or shareholder and when there is a change from one entity to another, e.g., a corporation to a limited liability company when the business retains the same federal tax identification number.

**Change of location** means an authorized WIC vendor, under the same ownership and same tax ID number, relocates the business. If the distance moved is greater than one mile, the agreement will be terminated.

**Check audit** means a review of a vendor's redeemed WIC checks to determine if the vendor has overcharged the WIC Program.

**Compliance buy** means a covert, on-site investigation in which a representative of the Program poses as a WIC customer and transacts one or more WIC checks, and does not reveal during the visit that he or she is a Program representative.

**Days** mean calendar days. If a "due date" falls on a State holiday or weekend, the due date is the next business day.

**Disqualification** means the act of ending the authorization of a vendor, whether as a punitive sanction or for administrative reasons.

**Inventory audit** means the examination of food invoices or other proofs of purchase to determine whether a vendor has purchased sufficient quantities of WIC food items to provide participants the quantities specified on WIC checks that have been redeemed by the vendor during a given period of time.

**Investigation** means the use of on-site monitoring, check audits, inventory audits, and undercover compliance buys to determine if a vendor is committing Program violations. An undercover compliance investigation is considered complete when the WIC Program determines that a sufficient number of compliance buys have been conducted to provide evidence of Program noncompliance or when two consecutive compliance buys have been conducted in which no Federal Mandatory Sanction violations are found.

**Last day to deposit a WIC check** means 60 days from the "first day to use" which is printed on the WIC check.

**Number of incidences or pattern** means the number of individual WIC check transactions that result in a violation(s) during an investigation except for violation number 4 in Appendix F.

**On-site monitoring** means overt monitoring to determine compliance with program rules and procedures.

**Prepackaged** means packaged at the manufacturer.

**Retail food delivery system** means a system in which WIC customers exchange WIC checks for approved WIC foods at the vendor's fixed location that is covered by the WIC Vendor Agreement.

**SNAP** means The Supplemental Nutrition Assistance Program, formerly the Food Stamp Program.

**Unauthorized food** means any food items not included in the Approved Food List/Participant ID Booklet or not printed on a WIC check. Also, unauthorized foods may be WIC approved foods that are substituted for a specific food item that is printed on a WIC check.

**Vendor** means a sole proprietorship, partnership, cooperative association, corporation, or other business entity operating one or more stores authorized by the WIC Program to provide authorized WIC foods to participants under a retail food delivery system. Each store operated by a business entity constitutes a separate vendor and must be authorized separately from other stores operated by the business entity. Each store must have a single, fixed location. A vendor may be a food store, pharmacy or farmer.

**Vendor authorization** means the process by which the WIC Program assesses, selects, and enters into agreements with stores that apply or subsequently reapply to be authorized as vendors.

**Vendor overcharge** means intentionally or unintentionally charging the WIC Program more for authorized WIC foods than is permitted under the vendor agreement.

**Vendor selection criteria** means the criteria established by the WIC Program to select individual vendors for authorization consistent with the requirements in §246.12(g)(3) and (g)(4).

**Vendor violation** means any intentional or unintentional action of a vendor's current owners, officers, managers, agent, or employees (with or without the knowledge of management) that violates the vendor agreement or Federal or State statutes, regulations, policies, or procedures governing the Program.

**WIC** means the Special Supplemental Nutrition Program for Women, Infants and Children authorized by the Child Nutrition Act of 1966.

**WIC check for fruits and vegetables** means a WIC check that has a stated value of \$5.00, or \$6.00 and is the equivalent to the cash value check (CVV) in the Federal Regulations that allows the purchase of all fruits and vegetables, except potatoes.

**WIC Approved Foods** means all foods, which are approved by the WIC Program and provided to a participant by the WIC Program. Each participant's approved foods are listed in the Approved Food List/Participant ID Booklet or printed on a WIC check.

**WIC customer** means a participant, parent or caretaker of an infant or child participant, or proxy (alternate).

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